

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAUFORM
SA-51113ADUE
DATE ▸

1999 SERVICE ANNUAL SURVEY

Book Publishers

NOTICE — Your report to the Census Bureau is confidential by law (Title 13, U.S. Code). It may be seen only by sworn Census employees and may be used only for statistical purposes. The law also provides that copies retained in your files are immune from legal process.

RETURN COMPLETED FORM TO

U.S. CENSUS BUREAU
1201 East 10th Street
Jeffersonville, IN 47132-0001Any questions call
1-800-772-7851 weekdays,
8:30 a.m. to 5:00 p.m. EST138
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(Please correct any error in name, address, or ZIP Code)

YOUR RESPONSE IS REQUIRED BY LAW. Title 13, U.S. Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the Census Bureau.

Item 1 SURVEY COVERAGE

This report covers all domestic locations operated by your company and its subsidiaries primarily engaged in carrying out design, editing, and marketing activities necessary for producing and distributing books. These locations may publish books in print, electronic, or audio form.

Does the above coverage describe this firm's business activity?

0001 1 ☐ Yes — Continue with Item 32 ☐ No — Specify your business activity and continue with Item 3 ▸

0002

Item 2 NOT APPLICABLE TO THIS FORM

Item 3 REPORT PERIOD

Mark (X) the one box which best describes the period covered by your report.

0006 1 ☐ Calendar year — Go to Item 4A

If the data reported are for a period other than the "calendar year," please enter the beginning and ending dates.

2 ☐ Fiscal year3 ☐ Less than 12 months } →

From

To

1999			1998		
Month	Day	Year	Month	Day	Year
0007			0057		
0008			0058		

Item 4A REVENUE

Total Revenue

If book figures are not available, estimates are acceptable. Please refer to the enclosed instructions before making your entries.

Key code	1999				Key code	1998			
	Bil.	Mil.	Thou.	Dol.		Bil.	Mil.	Thou.	Dol.
002					052				

Item 4B

SOURCES OF REVENUE — Report net selling value after discounts and allowances. Exclude freight charges and excise taxes.

Estimates are acceptable if book figures are not available.

Line 1 — Report revenue from the sale of publications produced on paper.

Line 2a — Report revenue from the sale of publications which are not produced as defined in Line 1 or Line 2b, but are books produced and sold on solid media, including but not limited to computer diskettes, CD-ROMs, or videotapes. **Exclude** revenue from the sale of audio books and online books.

Line 2b — Report revenue from the sale of publications which are not produced as defined in Line 1 or Line 2a, but are books sold on the basis that they are downloaded from an online source such as the Internet. **Exclude** revenue from the sale of audio books and multi-media books.

Line 3 — Report revenue from the sale of books published in audio cassette or compact disc format.

Line 4 — Report revenue received from another organization for the right to reproduce all or part of a work of intellectual property. The reproduction can be in any format, including, but not limited to, magazine piece, book club or paperback edition, toy, foreign translation, movie or digital version.

Note — The sum of lines 1 through 6 should equal total revenue reported in Item 4A.

1. Revenue from the sale of printed material

2. Revenue from sales of electronic or non-printed material (except audio)

a. Multi-media

b. Online

3. Revenue from sale of audio books

4. Revenue from the sale of publication rights

5. Contract printing revenue

6. Other revenue

7. Total

1999				1998			
Bil.	Mil.	Thou.	Dol.	Bil.	Mil.	Thou.	Dol.
636				686			
637				687			
640				690			
638				688			
639				689			
604				654			
610				660			
006				056			

Item 4C

E-COMMERCE RECEIPTS/REVENUE

(E-commerce receipts/revenue are sales of goods and services over an Internet, extranet, EDI, or other online system. Payment may or may not be made on-line.)

Estimates are acceptable if book figures are not available.

1. Did your firm have e-commerce receipts/revenue during 1999 and/or 1998?

0011

1 ☐ Yes — Enter the date your firm began e-commerce sales.

2 ☐ No — Continue to Item 5.

Month (i.e., June=06)

Year (i.e., 1999=99)

0010

2. What were your firm's e-commerce receipts/revenue for 1999 and 1998? (Include e-commerce receipts/revenue in Item 4A. Exclude sales taxes.)

Key code	1999				Key code	1998			
	Bil.	Mil.	Thou.	Dol.		Bil.	Mil.	Thou.	Dol.
005					055				

Item 4D

PURCHASED PRINTING EXPENSES

Estimates are acceptable if book figures are not available.

Report cost of purchased printing.

1999				1998			
Bil.	Mil.	Thou.	Dol.	Bil.	Mil.	Thou.	Dol.
620				670			

Item 5 EXPORTS													
<p>Estimates are acceptable if book figures are not available.</p> <p>Note — An export is a tangible or intangible product (e.g., good, license agreement, reproduction right, service) that is sold or transferred to a customer or client (individual, government, business establishment, etc.) located outside the United States (i.e., outside the 50 states, District of Columbia, U.S. Commonwealth Territories, or U.S. possessions). Include revenue from sales of printed materials, electronic or non-printed materials, publication rights and audio books to foreign customers. Products transferred to, sold to, or services performed for unaffiliated and affiliated foreign firms (i.e., foreign parent firms, subsidiaries, branches, etc.) are included. Exclude products provided to domestic subsidiaries of foreign firms.</p>													
<p>Did the revenue reported in Item 4A include any amounts received for exported services or products? 0009 1 <input type="checkbox"/> Yes → 2 <input type="checkbox"/> No</p>													
		Key code		1999				Key code		1998			
				Bil.	Mil.	Thou.	Dol.			Bil.	Mil.	Thou.	Dol.
		004						054					
Item 6 INVENTORIES AT END OF YEAR													
<p>Estimates are acceptable if book figures are not available.</p> <p>Report inventories at cost or market value using generally accepted accounting methods.</p>													
		Key code		1999				Key code		1998			
				Bil.	Mil.	Thou.	Dol.			Bil.	Mil.	Thou.	Dol.
a. Finished goods and work-in-process		621						671					
b. Materials, supplies, fuel, etc.		622						672					
c. TOTAL inventories		623						673					
Item 7 NUMBER OF LOCATIONS													
Enter the total number of service locations covered by this report as of December 31, 1999 and 1998. →								1999 Number		1998 Number			
								0012		0062			
Item 8 OWNERSHIP OR CONTROL													
a. Does another firm own more than 50 percent of the voting stock or have the power to control the management and policies of this company?		0014 Name of owning or controlling company											
		Number and street											
		City, State, and ZIP Code											
0013 1 <input type="checkbox"/> Yes → 2 <input type="checkbox"/> No		<div style="display: flex; justify-content: space-between;"> EIN → 0015 </div> <div style="display: flex; justify-content: space-between;"> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div>											
b. Did this firm acquire or merge with another company during 1999 or 1998?		0017 Name of company acquired or merged with											
		Number and street											
		City, State, and ZIP Code											
0016 1 <input type="checkbox"/> Yes → 2 <input type="checkbox"/> No		<div style="display: flex; justify-content: space-between;"> Date of merger or acquisition → 0018 </div> <div style="display: flex; justify-content: space-between;"> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div>											
Item 9 REMARKS – Please use this space for any explanations that may be helpful in understanding your reported data. For any separate correspondence pertaining to this report, please include the IDENTIFICATION number shown in the address label area or at the top of the page.													
0027													
<p>Public reporting burden for this collection of information is estimated to average 1.0 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Associate Director for Finance and Administration; Attn: Paperwork Reduction Project; U.S. Census Bureau; Room 3104, FB 3; Washington, DC 20233-0001. PLEASE INCLUDE FORM NAME AND NUMBER IN ALL CORRESPONDENCE. Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget. This 8-digit number appears in the top right corner on the front of this form.</p>													
Item 10 CERTIFICATION – This report is substantially accurate and has been prepared in accordance with instructions.													
0020 Name of person completing this report – Please print		0021 Address (Number and street, city, State, ZIP Code)				0022 Telephone							
						Area code		Number		Extension			
Signature of authorized person						0023 Fax							
						Area code		Number		Extension			
0024 Title		0025 Date		0026 E-mail address									
<p style="text-align: center;">Please return the completed form in the enclosed envelope. If you prefer, you may fax the completed form to 1-800-447-4613.</p>													

SERVICE ANNUAL SURVEY INFORMATION SECTOR GENERAL INSTRUCTIONS

Your report should be completed and returned in the preaddressed envelope provided on or before the due date. If the report does not appear to apply to your kind of business or activity, describe your business or activity in item 1 and complete the remainder of the form as accurately as possible.

If filing within the required time frame will cause an undue burden and you would like an extension, or if you have any questions, please write to the

U.S. Census Bureau
1201 East 10th Street
Jeffersonville, IN 47132-0001

or call our Census Bureau representative in Jeffersonville, Indiana at 1-800-772-7851, weekdays from 8:30 a.m. to 5:00 p.m., eastern time.

Always include your identification number, located in the address label, in any correspondence.

**IF BOOK FIGURES ARE NOT AVAILABLE,
ESTIMATES ARE ACCEPTABLE.**

Please read all instructions before making your entries.

Report data for the calendar year(s) specified. If calendar year records are not available, we will accept fiscal year data. Please note, however, that we prefer estimates for the calendar year to book figures covering a different time period. Report all values in dollars (omit cents). Enter "0" in items where appropriate. Please do not combine data for two or more revenue lines.

For location(s) sold or acquired during the year(s) specified, report only for the period that the location(s) were operated by this firm.

SPECIFIC INSTRUCTIONS

Revenue

Report revenue for all services rendered and any sales of merchandise for the calendar year(s) specified, even though payment may have been received at a later date. Firms operating on a commission basis should report commissions, fees, and other operating income, not gross billings or sales.

Include –

- Total value of service contracts.
- Amounts received for work subcontracted to others.
- Market value of compensation in lieu of cash.
- Revenue from services performed by domestic locations for FOREIGN parent firms, subsidiaries, branches, etc.
- Dues and assessments from members and affiliates.
- Royalties, license fees, and other payments from the marketing of intangible products (e.g., licensing the use of or granting reproduction rights for software, musical compositions, and other intellectual property).

Exclude –

- Taxes (sales, amusement, occupancy, use, or other) collected directly from customers or clients and paid directly to a local, State, or Federal tax agency.
- Revenue from a domestic parent organization, or from franchise locations owned by others and any franchise or license fees.
- Rents from and revenue of separately operated departments, concessions, etc., which are leased to others.
- Revenue from customers for carrying or other credit charges.
- Commissions from vending machine operators.
- Revenue of foreign subsidiaries (those located outside the U.S., i.e., outside the 50 states, District of Columbia, U.S. Commonwealth Territories, or U.S. Possessions).
- Revenue from the sale of used equipment.
- Installment payments from leasing under capital, finance, or full-payout leases.
- Proceeds from the sale of real estate (land and buildings), investments, or other assets (except inventory held for resale).
- Contributions, gift, grants, and income from interest, rental of real estate, and dividends **except** for public broadcast stations and libraries.

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